



10 ADMINISTRATION

Effective: 6/1/96

10.32 WIC Program Advisory Committee

Revised: 11/1/00

POLICY: The State WIC Program will convene regular Advisory Committee Meetings to solicit ideas from and inform local WIC project staff, participants and other interested parties.

PROCEDURE:

A. PURPOSE

Purpose of the WIC Program Advisory Committee:

1. Advise the State WIC Program on issues, concerns and needs of local WIC and Farmers' Market Nutrition Program projects and participants;
2. Review/comment on current or proposed policies and procedures.

B. RESPONSIBILITIES

Responsibilities of members:

1. WIC project directors/nutritionists on the Advisory Committee represent all WIC projects within a specified Division of Public Health region.
2. Individuals from agency/organizations represent a key communication channel and linkage between the State WIC Program and that organization to support services for women, infants and children. Members are responsible for communicating Committee activities and minutes to their respective agencies.
3. Participant representatives share their perspectives and those of other participants in the project where they are enrolled.
4. All members are responsible for assessing needs or identifying mutual concerns which are to be addressed by the committee.

C. MEMBERSHIP

Advisory Committee members are appointed by the Division of Public Health Administrator for staggered two year terms for participants or three year terms for all others.

1. Membership consists of local WIC Program representatives from each of the five DOH regions (except for Milwaukee which will have two representatives due to the large percentage of WIC participants in that region) and representatives from the following groups/organizations:



- a) 6 WIC participants
 - b) 1 Wisconsin Dietetic Association
 - c) 1 Wisconsin WIC Association
 - d) 2 Wisconsin Conference of Public Health Officials
 - e) 1 ABC for Health, Inc.
 - f) 1 Wisconsin Nutrition Project
 - g) 2 Wisconsin Grocers Association
 - h) 1 UW Department of Nutritional Sciences
 - i) 5 Local WIC projects
2. Subcommittees/workgroups may be appointed by the WIC Director, and may include representatives from outside of the Advisory Committee membership.
3. At the beginning of each year, the State WIC Director appoints a Chairperson, who must be a local WIC project representative, and a Vice-Chairperson to serve a three-year term. The Chairperson may be asked to represent local projects at the National Association of WIC Directors annual meeting.

D. MEETINGS

The Advisory Committee will meet quarterly as needed, but a minimum of two times per year.